

**Gridley Unified School District
Job Description**

JOB TITLE: SCHOOL PSYCHOLOGIST

SALARY LEVEL:	School Psychologist	LOCATION:	School Sites/District Office
DEPARTMENT:	District Office	WORK YEAR:	195 Days
REPORTS TO:	Superintendent/Designee	BOARD APPROVED:	July 20, 2005

SUMMARY: The School Psychologist provides professional services to regular and special education students, parents, schools, and District personnel to improve the educational performance and social-emotional functioning of students through the application of effective educational practices and psychological principles.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Prepares recommendations pertaining to student remediation, placement in special education programs and psycho-educational interventions
- Supervise and assist in evaluation of student progress through coordinating academic, health, language, and psychological testing.
- Diagnoses of specific learning, emotional and behavioral disabilities and makes educationally sound recommendations.
- Consults and confers with teachers, parents, administrative personnel and/or outside professionals in the development and implementation of instructional methods and procedures designed to facilitate learning and to overcome learning and behavioral disorders.
- Assists in development and implementation of comprehensive Individual Education Plans for special education students
- Prepares triennial reevaluations
- Serves as a mandated member on IEP and collaborates with other team members in planning student interventions and accommodations.
- Facilitates communication between students and/or parents with teachers and/or other personnel for the purpose of evaluating
- Participates as needed in informal parent conferences, periodic individual education plan reviews and Student Study Teams
- Develops pupil profiles indicating learning strengths and weaknesses.
- Provides data and resources in occurrences of inappropriate behavior of students to assist with modifying such behavior and developing successful interpersonal skills.
- Responds as a member of a District crisis and emergency response team to situations requiring mental health services expertise.
- Serves as a liaison between the schools and medical practitioners, school nurse, mental health and other child service agencies concerning referrals and referral follow-up.
- Assists with referrals to other educational agencies, such as Butte County Office of Education, State Diagnostic School, and Special State Schools.

- Plans and participates in ongoing professional development activities related to above duties and responsibilities.
- Participates in District special education and staff meetings as required.
- Assists in identifying special education services needed
- Provides in-service training concerning assessment interpretation, basic learning styles, and child development
- Assists in monitoring compliance with special education regulations for grades and/or schools assigned.
- Prepare and maintain a variety of narrative and statistical reports, records and files; submits required documents in a timely manner.
- Perform other duties as required.

EDUCATION AND EXPERIENCE:

- Two (2) years experience as school psychologist or counselor at the elementary or secondary level is preferred
- Master of Arts or higher degree program in psychology, counseling and guidance, or closely related field

LICENSES AND OTHER REQUIREMENTS:

- California Pupil Services Credential authorizing service as School Psychologist
- Valid California driver's license

KNOWLEDGE OF:

- Assessment principles, methods, techniques, strategies, and trends in evaluating student psychological and educational needs
- Appropriate psychological and achievement assessment instruments, techniques, and procedures
- Special Education codes, state and district policies, applicable laws, codes, regulations, policies and procedures
- Social, emotional, and behavioral characteristics of pre-school and school age students;
- Curriculum and instruction programs for students with special learning needs;

GENERAL:

- Plan, organize and administer assessments
- Provide recommendations based on analysis of assessment results
- Interpret test data
- Communicate effectively in both oral and written formats
- Analyze situations correctly and propose an effective course of action
- Understand and carry out oral and written directions with minimal accountability controls
- Work independently with little direction
- Establish and maintain effective and cooperative working relations with staff, parents, students and community

- Interpret, apply and explain rules, regulations, policies and procedures;
- Coordinate the completion of a number of tasks simultaneously in order to meet internal and external deadlines;
- Prepare comprehensive narrative and statistical reports;
- Operate and use business systems and equipment, including computer and various software programs.

WORKING CONDITIONS:

- General office environment.
- Light Physical Effort
- Ability to lift 25 lbs. maximum or carry any object weighing up to 15 lbs.
- Ability to sit for prolonged periods of time